

## Minute of Meeting Joint Consultative Board (Non-Teaching)

Date	Time	Venue
Wednesday, 08 November 2023	15:00	Council Chambers/Hybrid Meeting,

**Present:** Councillor Fiona Airlie-Nicolson, Councillor Audrey Doig, Councillor Chris Gilmour, Councillor Lisa-Marie Hughes, Councillor Sam Mullin

### Representing Trades Unions

D Kent, J Boylan, S Hicks (all UNISON) and G Cochran (UNITE).

### In Attendance

M Boyd, Head of People & OD, R Laouadi, HR Manager, L Cameron, Operations Manager (Locality Teams), R Cree, OD & Workforce Planning Manager, S Fanning, Principal HR & OD Adviser, and E Gray, Senior Committee Services Officer (all Finance & Resources).

### Appointment of Chairperson

In accordance with the terms of the constitution of the Joint Consultative Board (Non-Teaching), which stated that the Chair of the Board should alternate between The management-side and the trade unions it was proposed and agreed that Councillor Audrey Doig chair this meeting of the JCB (Non-Teaching).

**DECIDED:** That Councillor Audrey Doig chair the meeting.

### Apology

M Ferguson (UNISON).

## **Declarations of Interest and Transparency Statements**

Councillor Gilmour indicated that he had a connection to items 1, 2, 3 and 4 of the agenda by reason of his membership of Unite the Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Hughes indicated that she had a connection to items 1, 2, 3 and 4 of the agenda by reason of her membership of UNISON. However, she indicated that she had applied the objective test and did not consider she had an interest and intimated that it was her intention to remain in the meeting and to take part in any discussion or voting thereon.

Councillor Mullin indicated that he had a connection to items 1, 2, 3 and 4 of the agenda by reason of his membership of the GMB Union. However, he indicated that he had applied the objective test and did not consider he had an interest and intimated that it was his intention to remain in the meeting and to take part in any discussion or voting thereon.

### **1 Developments in Health, Safety and Wellbeing**

There was submitted a report by the Director of Finance & Resources relative to developments in relation to health, safety and wellbeing issues since the previous meeting of the Joint Consultative Board (Non-Teaching), held on 30 August 2023.

**DECIDED:** That the report be noted.

### **2 Details of Grievances**

There was submitted a report by the Director of Finance & Resources relative to the number of grievances received.

The report provided information on grievances at both the informal and formal stages and indicated that there were a total of seven grievances as at August 2023, a decrease of two cases since the last meeting of this Board.

**DECIDED:** That the report be noted.

### **3 Agency Workers**

There was submitted a report by the Director of Finance & Resources relative to the number of agency staff employed within the Council as at 1 September 2023 and detailing the capacity and Services in which they were engaged. The report advised that as at 1 September 2023, 233 agency workers were employed across all Council Services, decrease of 14 agency workers since August 2023. Renfrewshire Health & Social Care Partnership employed 187 of those agency workers.

The HR Manager responded to questions regarding numbers of agency workers.

**DECIDED:** That the report be noted.

#### 4 **Timetable of Meetings for 2024**

There was submitted a report by the Director of Finance & Resources relative to the proposed timetable of meetings for 2023.

The report advised that the current constitution of the Joint Consultative Board stipulated the frequency of meetings of the Board, currently requiring the Board to meet no less than five times per year. Following discussion with representatives of the management side and the trade union representatives it was proposed that meetings of the JCB Non-Teaching be held on 8 February, 18 April, 13 June, 19 September and 21 November 2024. It was agreed that all future meetings of the JCB Non-Teaching start at 3 pm.

**DECIDED:**

(a) That the proposed timetable for the JCB Non -Teaching meeting dates for 2024, detailed in the report, be approved; and

(b) That it be noted that future meetings of the JCB Non-Teaching would start at 3 pm.

#### 5 **Date of Next Meeting**

**DECIDED:** That it be noted that the next meeting of the JCB (Non-Teaching) would be held at 3pm on 8 February 2024.